

**MINUTES OF MEETING  
GRANDE PINES  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Grande Pines Community Development District was held Monday, **October 16, 2023** at 10:00 a.m. at the Offices of GMS-CF, LLC at 219 East Livingston Street, Orlando, Florida.

Present and constituting a quorum:

Amanda Whitney  
Linda Kepfer  
Suhel Rojas  
Achal Aggarwal

Chairperson  
Vice Chairperson  
Assistant Secretary  
Assistant Secretary

Also present were:

Jeremy LeBrun  
Jay Lazarovich  
Jarett Wright

District Manager, GMS  
District Counsel  
GMS

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. LeBrun called the meeting to order and called the roll. Four Board members were present constituting a quorum.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Mr. LeBrun: Next is public comment period and there are no members of the public present, just Board and staff.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the August 21,  
2023 Meeting**

Mr. LeBrun: You have approval of the minutes of the August 21, 2023 meeting. This is in your electronic agenda which starts on page five. Were there any comments or corrections to those?

Ms. Whitney: I'll motion to approve.

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On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Minutes of the August 21, 2023 Meeting, were approved.

**FOURTH ORDER OF BUSINESS**

**Ratification of Agreement with Freeman for Security Services**

Mr. LeBrun: At a previous Board meeting, the Board delegated authority to work on the security services project and services. In your agenda on page 12, you will see that agreement that starts. This agreement has already been executed and worked through so just looking for ratification from the Board.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Agreement with Freeman for Security Services, was approved.

**FIFTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2023 Audit Engagement Letter from Grau & Associates**

Mr. LeBrun: The Audit Committee previously selected Grau as your independent auditor. Each year the CDD is required to be audited by a third party, so this is just that engagement letter. We are just looking for approval for them to provide audit services for Fiscal Year 2023.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Fiscal Year 2023 Audit Engagement letter from Grau & Associates, was approved.

**SIXTH ORDER OF BUSINESS**

**Consideration of Temporary Easement Agreement with PAC I-Drive Apartments, LLC – ADDED**

Mr. Lazarovich: The developer for PAC I-Drive Apartments, LLC reached out to us regarding they would need to install some silt fences and well points along our stormwater pond. Just to get ahead of that, we put together a temporary easement agreement. This is still under review with their counsel so there might be some comments so we are looking to approve in substantial final form. There is an exhibit attached to this that has the location of the installation

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process that they need. One point to know, there is currently a six-month term in there and the developer reached out requesting 18 months so that is the lender negotiation.

Ms. Whitney: From six to 18?

Mr. Lazarovich: Yes, they said that it is going to be an ongoing project so that is why they wanted to set up the silt fence now to prevent any damage to the pond. They also included some pre and post construction conferences. I believe they are planning to start construction tomorrow so this was a rush item, so we want to make sure we get in touch with them and get it all figured out.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Temporary Easement Agreement with PAC I-Drive Apartments, LLC-ADDED, was approved.

## **SEVENTH ORDER OF BUSINESS**

## **Staff Reports**

### **A. Attorney**

#### **i. Presentation of Demand Letter Sent to 3CM Construction, LLC and P.A.C. Land Development Corporation**

Mr. LeBrun: Jay, anything else?

Mr. Lazarovich: Just an update. At the August meeting the Board approved a draft form of a temporary construction easement. We were later notified that was done prior to the agreement being signed. We sent this letter just to put them on notice that the agreement was never executed. Since then, I believe today they are sending in the check for the deposit as well as the executed agreement. There are no other updates unless you guys have any questions for me.

Mr. Aggarwal: They wanted 18 months because they said it was going to be an ongoing process for this easement.

Mr. Lazarovich: Yes. The silt fence and the well points just at the top of the pond bank.

Mr. Aggarwal: Would they need 18 months?

Ms. Whitney: 18 months, it could be.

Mr. Lazarovich: He said they are putting in a storm line in now and it's just an ongoing project he said when they paint, frame, stucco, and add exterior siding.

### **B. Engineer**

Mr. LeBrun: The engineer is not present.

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**C. District Manager's Report****i. Check Register**

Mr. LeBrun: This is the check register which starts on page 90 of your agenda. You will see in the general fund, we have checks 133-149 totaling \$58,081.59. Behind that is the detailed check register for your review. I would be happy to answer any questions. If not, we are looking for a motion to approve that check register.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Check Register totaling \$58,081.59, was approved.

**ii. Balance Sheet and Income Statement**

Mr. LeBrun: You also have the unaudited financials through September 30<sup>th</sup>. If there are any questions, we can discuss those. There is no action required from the Board, just there for your review and knowledge.

**D. Field Manager's Report****i. Consideration of Proposals for Fiscal Year 2024 Aquatic Maintenance Services**

- 1. Applied Aquatics**
- 2. Aquatic Weed Management**
- 3. Solitude**

Mr. Wright: We did get the security operations up and running. They are doing 12 hours from 6 p.m. to 6 a.m. and then patrols on the weekends. We have not had any issues from them. Every day, they submit a report of everyone who is coming in, so we have a detailed list of all of that. They are keeping an eye on exit traffic. If somebody comes in with a trailer that is empty and they are leaving with 10 refrigerators, we have an issue. So far, there have not been any problems here. We still do not have internet yet so they are checking ideas and once that is installed, we will look at getting the dwelling live app or whatever we decide to run with for stickers and that type of entry when that time comes. The new landscaping had been installed over the last few months. Everything for the most part has established. There are a few dead plants that we are working on proposals to get replaced. Everything on the front looks really good. What I would suggest here is at the next meeting, I will bring proposals for injecting the palm trees there. They are in good health but with these Medjool and Bismarck palms, we want to put them on a quarterly injection

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program to get them to where they should be to help fight disease and that type of thing. All of our responsibility areas are being maintained now. There was construction work along tract D4. I believe this was electrical or something of that nature so there is a section there where all of the sod is gone. I will work with the staff there to see if that is going to be replaced or if that is going to be on us to replace. Other than that, there are no main issues. Our responsibility areas are fairly small so it's not that big of a deal for us. The meeting areas in the road were adjusted for the ongoing construction there at the front. They just rebuilt the curb line there to reduce the beds and everything so those are good. We just need to mulch it and get plants in there. We are constantly having to deal with ongoing trash in the ponds from the construction areas, that blows in. Whenever this happens and it gets built up, we just send our staff there and they clean it all up. This is probably done on a monthly/bimonthly basis whenever it is needed. I did attach a copy of one of the Freeman Reports just so you can see how it comes through to us. These come through every single day. If there is any specific issue, they will let us know but nothing has come through. We did find an issue with the aquatic's treatment in terms of when we presented all of the prices, this was based off a total annual price that they provided to us. At the time, Applied Aquatics was the cheapest, but we did not realize that the dates they had for their pricing was only for six months and not for the full fiscal year. Their full fiscal year pricing came out to actually be \$12,024 which is basically maxing the budget line item. We wanted to bring this to you to decide if you guys want to stay with them at that price or our recommendation would be to switch over to Aquatic Weed Management. They are at \$8,100 total for the year.

Mr. LeBrun: We are currently under contract with them so as part of that we can delegate authority to the District Manager to determine the agreement.

Mr. Wright: We have a good relationship with Tully with Applied Aquatics so I am going to call him and ask if they can suspend service as of November 1<sup>st</sup> and then we can instantly trade over.

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the Termination of Agreement with Applied Aquatics and Accept Aquatics Weed Management Inc. Proposal, was approved.

## **EIGHTH ORDER OF BUSINESS**

## **Other Business**

Mr. LeBrun: Any other business from the Board?

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**NINTH ORDER OF BUSINESS**

**Supervisors Requests**

There being no comments, the next item followed.

**TENTH ORDER OF BUSINESS**

**Adjournment**

Mr. LeBrun: Is there a motion to adjourn?

On MOTION by Ms. Whitney, seconded by Mr. Aggarwal, with all in favor, the meeting was adjourned.

DocuSigned by:  
*George Flint*

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Secretary/Assistant Secretary

DocuSigned by:  
*Amanda Whitney*

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Chairman/Vice Chairman